

A large, faint background image of the Wisconsin State Capitol dome, showing its classical architecture with columns and a large dome topped with a statue. A red and white wavy banner is at the top of the page.

Wisconsin Office of Justice Assistance  
1 S. Pinckney Street, Suite 615  
Madison, WI 53703-3220

Scott Walker  
Governor

*Homeland Security*

**HS Law Enforcement Specialty Team  
Equipment (2008)**

**Grant Announcement**

**Applications must be submitted through  
Egrants on or before July 21, 2011**



## Important Contact Information for this Grant Opportunity:

Program/Policy: Tony Peterson (608) 266-9565 or  
[tony.peterson@wisconsin.gov](mailto:tony.peterson@wisconsin.gov)

Budget/Fiscal: Shannon Ladwig (608) 261-7015 *or*  
[shannon.ladwig@wisconsin.gov](mailto:shannon.ladwig@wisconsin.gov)

Egrants Assistance: Weekdays, 8am – 4:30pm  
Email: [OJAEgrants@wi.gov](mailto:OJAEgrants@wi.gov)  
Local calls: (608) 267-9068  
Toll free: (888) 894-6607

The Egrants Application Guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the Egrants page of our website: <http://oja.wi.gov>.

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

## **Grant Announcement Summary**

**Program Area:** Homeland Security

**Grant Title:** HS Law Enforcement Specialty Team Equipment (2008)

**Description:** Funding for this grant will support ALERT SWAT team agencies with the completion of their minimum equipment inventory.

**Opportunity Category:** Non-Competitive/Limited Eligibility

**Important Dates:**

Application Due Date: July 21, 2011

Project Start Date: July 25, 2011

Project End Date: November 1, 2011

**Anticipated Funding Amount:** A total of \$150,000 will be awarded to ALERT SWAT team agencies.

**Match/Cost Sharing Requirement:** None

**Eligibility:** The intent of this grant is to provide \$18,750 in one-time grant funding to ALERT SWAT team agencies to complete their minimum equipment inventory.  
The following agencies are eligible:

Dane County Sheriff's Office  
Eau Claire County Sheriff's Office  
Green Bay Police Department  
La Crosse County Sheriff's Office

Milwaukee County Sheriff's Office  
Oneida County Sheriff's Office  
Superior Police Department  
Winnebago County Sheriff's Office

**Eligible Expenses:** All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

Agencies are eligible to apply for the following equipment items to complete their minimum equipment inventory:

- Night Vision equipment
- Infrared Illumination equipment
- Level 3 ballistic shield
- Level 3 ballistic blanket
- HAZMAT/CBRNE detection sensor
- Breaching equipment
  - Shotgun
  - Hydraulic
  - Plasma
  - Thermal
- WMD filters for APR
- Bearcat Armored Vehicle Ram
- Ballistic Vest Shock Plates

## **HS Law Enforcement Specialty Team Equipment (2008)**

The Wisconsin Office of Justice Assistance (OJA) provides financial and technical assistance to public safety, first response and emergency management agencies throughout the state. As the State Administering Agency for state and federal criminal justice and homeland security grant funds, OJA is responsible for establishing funding priorities, developing application criteria, awarding and disseminating grants, and assessing project achievements. This grant announcement provides information about a specific grant opportunity and instructions to help those eligible apply for a share of the available funds.

### **Program Description**

Through this grant announcement, OJA is seeking applications for one-time funding for ALERT SWAT team agencies to complete their minimum equipment inventory.

### **Award Information**

Funding is made available from the Homeland Security Grant Program. A total of \$150,000 is available. (See summary page for authorized equipment items)

Upon application approval, the applicant agency's project director will receive a paper grant award document by mail in approximately 30 days.

### **Submit Applications Using Egrants**

Applications must be submitted through the OJA Egrants online grants management system. If you have never used OJA Egrants before, you will need to register for access to the system. To register online, go to <http://register.wisconsin.gov/AccountManagement/> and complete the "self registration" process. On the account registration site, you will have a choice between the OJA Egrants and Commerce eGrants. Please take care to select **OJA Egrants** during this process.

Authorization to access Egrants can take several days depending on registration activity. The OJA help desk is open Monday-Friday 8am-4:30pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your EGrants access has been approved, you may begin your online grant application.

An Egrants System User Guide is posted on the OJA website (Egrants page). If you have any problems using EGrants, please contact our help desk at [OJAEgrants@wi.gov](mailto:OJAEgrants@wi.gov) or call us at (608) 267-9068 or toll free at (888) 894-6607 during business hours.

### **Application Components**

Through Egrants, you will provide OJA with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to Tony Peterson at (608) 266-9565 or at [tony.peterson@wi.gov](mailto:tony.peterson@wi.gov).

## 1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the Brief Project Description text box, please describe your project in 150 words or less. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit.]”

Responses to this section will be used on the OJA website, cited in OJA reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

## 2. Approval Checklist

Answer Yes or No to each question.

## 3. Performance Measures

Please open this section and change the page status to Complete; then SAVE the page. Performance Measures will be identified and collected during post-award reporting rather than through this funding application process.

## 4. Budget Detail

Complete a project budget using the **Equipment category**. This is the only type of budget item allowed for these funds. Enter a justification that describes how the requested equipment will be used during the course of the grant period. It is important that you include specific details for each budget line item, including cost calculations. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period.

Homeland Security equipment grants require that all equipment (regardless of cost) be entered in this category so that applicants can select from authorized equipment lists. Equipment is defined as items used for prevention, emergency response, and recovery operations. These allowable categories and equipment standards are listed in the web-based version of the Authorized Equipment List (AEL) at <https://www.rkb.us>.

Equipment: Tangible non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

## **5. Budget Narrative**

Please describe how the equipment acquired with this funding will enhance your agency's ability to mitigate a terrorist or other catastrophic event.

## **Application Review and Award Criteria**

All applications must be submitted on or before the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. OJA staff will review applications to insure consistency with statewide strategies and make funding recommendations to the OJA Executive Director. All final grant award decisions will be made by the OJA Executive Director.

## **Post-Award Special Conditions/Reporting Requirements**

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials. At that time, please review all of your grant award special conditions and EGrants reporting requirements.

The following special conditions will apply to funding received through this announcement:

1. Agencies that accept funding are responsible for sustainability and replacement funding related to equipment acquired with these funds.
2. Agencies must notify the local county emergency management director upon acquisition of equipment.
3. Agencies that accept funding understand that the equipment is intended to support regional law enforcement response efforts.
4. Equipment shall be maintained and available to use as intended by the grant for the duration of its useful life. Disposal of equipment must follow all applicable state, federal and local guidelines. The grantee must maintain records of any equipment disposal or transfer of ownership. Any proceeds from the sale of equipment at or near the end of its useful life will be considered program revenue and must be reinvested into eligible homeland security expenses.
5. Agencies must agree to institute a Memorandum of Understanding (MOU) between their agency and law enforcement partners for the purpose of providing the use of tactical team equipment acquired through the Homeland Security Grant Program. Specific issues to be included are:
  - a. The procedure for outside agencies to request mutual aid assistance.
  - b. Expectations for repair/replacement of damaged and/or lost equipment.
  - c. Appropriate operation and use of equipment

- d. Requesting agency responsibility for worker compensations costs to employees injured in relation to mutual assistance requests.
  - e. Property damage claims resulting from the use of equipment will be the responsibility of the requesting agency.
  - f. Requesting agency's municipality will hold your agency harmless and indemnify your agency of any liability that may result from the utilization of equipment.
6. Agencies shall submit a copy of their MOU to the Office of Justice Assistance.

### **Additional Resources**

Additional information about the Office of Justice Assistance and resources to assist with EGrants is available as follows:

- Office of Justice Assistance website: <http://www.oja.wi.gov>
- A helpful [Egrants User Guide](#) is posted on the Egrants page of the OJA website. It includes registration through grant award instructions.
- Online Help is available in many areas of the Egrants program – watch for the Help Buttons.
- Egrants Helpdesk is staffed on non-holiday weekdays between 8AM and 4:30PM.

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